



HELLENIC REPUBLIC
**MINISTRY OF
DEVELOPMENT AND INVESTMENTS**

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**OPEN CALL FOR PROPOSALS
IN THE CONTEXT OF THE
EUROPEAN ECONOMIC AREA FINANCIAL MECHANISM (EEA FM) 2014-2021
(EEA FM 2014-2021)**

BILATERAL FUND

Call No.1

Legal framework:

1. Law 4314/2014 (Government Gazette 265/A/23.12.2014) "A) on the management, control and implementation of development interventions for the programming period 2014–2020, B) Transposition of the European Parliament and Council Directive 2012/17 dated June, 13th 2012 (EE L 156/16.6.2012) into the Greek law, modification of L. 3419/2005 (A 297) and other provisions",
2. Joint Ministerial Decree, no.13249/4.2.2020 (B' 526/19.02.2020) on the Management and Control System for the EEA FM implementation for the period 2014-2021-Allocation of Funds",
3. Joint Ministerial Decree (3296/B' /13.10.2016) on the National Focal Point setup and organogram
4. Ministerial Decree 45504 (B' 1896/2020) for funding of the Bilateral Fund which also transposes the Bilateral Fund Agreement and the Work plan
5. The international Protocol 38c to the EEA Agreement that established the EEA Financial Mechanism 2014-2021 through which Donor States contribute to mitigating economic and social disparities within the European Economic Area,
6. The "Regulation on the implementation of the European Economic Area (EEA) Financial Mechanism for the years 2014-2021, dated 23-9-2016, as adopted by the Financial Mechanism Committee, pursuant to article 10.5 of Protocol 38c to the EEA Agreement,
7. The applicable Guidelines issued and approved by the EEA FM Committee for the period 2014-2021 (Guidelines of the EEA FM Committee), EEA (FMC),
8. The Memorandum of Understanding dated 31.10.2017 for the implementation of the EEA Financial Mechanism for the period 2014-2021, signed between the Republic of Island, the

Principality of Lichtenstein, the Kingdom of Norway and the Hellenic Republic, as represented by the Ministry of Development and Investment,

9. The Bilateral Fund agreement between the Donor Countries and the Hellenic Republics signed and in effect on 2/4/2019
10. Document on composition and functioning of the Joint Committee for Bilateral Funds - JCBF
11. The approved WORK PLAN for the Bilateral Fund (registered in GRACE- the EEAGRANTS information System)
12. The Decision of the JCBF for the implementation of an Open Call in the context of the Bilateral Fund, as included in the minutes of the JCBF meeting on 13/4/2021.

HEREBY WE INVITE

The eligible entities to submit proposals for project funding under the Bilateral Fund of the European Economic Area Financial Mechanism (EEA FM) 2014-2021, as follows:

A. LEGAL FRAMEWORK

1. The implementation of the BF projects under this call fall under the following legal framework of the EEA Financial Mechanism 2014-2021 and of the Bilateral Fund in particular:
 - (a) the Protocol 38c to the EEA Agreement on the EEA Financial Mechanism (2014-2021);
 - (b) the Regulation on the implementation of the EEA Financial Mechanism 2014-2021 (hereinafter referred to as the "Regulation");
 - (c) the Memorandum of Understanding on the Implementation of the EEA Financial Mechanism 2014-2021 (hereinafter referred to as the "MoU"), entered into between the Donor States and the Beneficiary State; the Bilateral Fund Agreement the Work Plan, as foreseen in the Bilateral Fund Agreement and adopted by the Joint Committee of the Bilateral Fund
 - (d) the Bilateral and all other guidelines adopted by the Donors in accordance with the Regulation, as applied for the Bilateral Fund.
2. Alongside the EEA FM 2014-2021 legal framework for the Bilateral Fund, the national legal Framework applies, as in:
 - (a) Joint Ministerial Decree 13249 (B' 526/2020) which sets up the Management and Control System and transposes the Regulation and the MoU
 - (b) Ministerial Decree 45504 (B' 1896/2020) for financing of the Bilateral Fund through the Public Investments Program which transposes also the Bilateral Fund Agreement
 - (c) The Manual of Procedures as annex to the Management and Control System and especially its appendix for the Bilateral Fund projects

Legal framework documents are available at www.eeagrants.gr and www.eeagrants.org

B. BILATERAL FUND

In the context of Memorandum of Understanding –MoU, for the EEA Grants 2014 - 2021 the Beneficiary State sets aside a sum at least equal to 2% of the total EEA FM 2014-2021 funding, so that a fund may be established to enhance bilateral relations between Donor Countries and the Beneficiary

State. The exact amount is stipulated in the Memorandum of Understanding (MoU). According to the MoU signed between the Donor Countries and Greece on October 31, 2017, the budget allocated for the Bilateral Relations Fund amounts to €2,334,000 and is 100% financed by the EEA Grants 2014-2021.

The Bilateral Relations Fund is a flexible financing resource used to support initiatives aiming at strengthening relations between the Donor Countries Iceland, Liechtenstein, Norway and Greece as the Beneficiary State, so that they may enhance their cooperation strategy, networking and exchange of knowledge between their entities. The Fund should further strengthen political, professional, social and economic ties and lay foundations between the Donors and Greece.

c. CALL FOR PROPOSALS

1. SUBJECT, TERMS AND CONDITIONS

1.1 Scope

This call for proposals aims to provide a widely communicated platform for project proposals and selection which have a high potential to contribute to the EEA FM 2014-2021 and of the Bilateral Fund in particular objectives and priorities by improving and strengthening the bilateral relations between Greece and Norway.

Any parts and elements of this Call including the budget as well as the terms and conditions might be modified at any time upon decision of the Joint Committee for the Bilateral Fund-JCBF. Modifications of the Call will be immediately communicated through the website www.eeagrants.gr

1.2 Main elements and conditions

- Total call budget for funding projects is €400.000 In case that additional funds will be allocated to the call, a modification of the call will be published in the same means as of those of original call publication
- Maximum grant per project is €80.000 In exceptional cases, under a well documented justification in relation to the evaluation criteria, JCBF may examine and approve selection of projects beyond this line
- Every project should be implemented through the partnership of at least two entities, one from Greece, one from Norway, while the participation of more entities from donor countries is encouraged. For the facilitation of implementation the role of Project promoter is recommended for an entity based in Greece
- The projects will be financed through the Public Investments Program. The expenditure is eligible by 100% for EEA FM funding.

1.3 Eligible entities:

The entities falling under the following categories may apply /participate as project promoters or partners:

- Central government, regional and local authorities
- Universities, research and scientific bodies
- Other Entities of Public Law
- Non Governmental Organisations, Chambers and Professional associations, etc
- Other competent entities actively involved in, and effectively contributing to areas and goals addressed by the project proposal

At the stage of project proposal and selection a letter of intent by the partners of the project should be submitted with the project proposal. After selection and before the commencement of implementation, a project partnership agreement must be signed between promoters and partners of each project.

1.4 Eligible sectors and policy areas

ELIGIBLE AREAS OF INTEREST	SPECIFICATION
1. Modernization and improvement of the investment environment in terms of simplification of procedures, the corporate governance system, the financial sector, access to justice, tax incentives and the cost of paid work.	<ol style="list-style-type: none"> 1. Investment procedures road map 2. Corporate Governace 3. Tax policies
2. Institutional enhancement of the public administration, with evaluation and upgrading of the executive positions, digitization and interoperability of procedures in the service of citizens and companies	<ol style="list-style-type: none"> 1. Services to citizens 2. Services to exporting enterprises
3. Enhancement of research in universities and research centers and intra coordination with a long-term research strategy.	<ol style="list-style-type: none"> 1. Cross-cutting research policies 2. State aid in research
4. Enhancement of innovation with incentives for business research in sectors such as processing, agri-food and elsewhere, and growth through smart specialization.	<ol style="list-style-type: none"> 1. Agri-food and cutting edge technologies (fish/cereals/meat/forest products/superfood) 2. Blue growth
5. Immigrant training programs and better integration into the labor market.	<ol style="list-style-type: none"> 1. Education curricula for immigrant integration
6. Facilitation of the full integration of women in the labor market and increase of their wages.	<ol style="list-style-type: none"> 1. Gender equality proof measures

7. Modernization of the structure of the education system at all levels with actions to combat discrimination of all kinds. Increase of the average size of school units, with substantial autonomy and evaluation, universal development of digital infrastructure and content, expansion of all-day school programs.	<ol style="list-style-type: none"> 1. Combatting stereotypes in the educational system 2. Evaluation of educational activities 3. Innovative digital educational tools
8. Modernization of the system of governance in higher education and substantial interconnection of Institutions with those of foreign countries and with the economy and wider society.	<ol style="list-style-type: none"> 1. Innovative networking between academia and the market 2. Development of adequate tools for common activities between academic and research institutions
9. Energy upgrade of buildings (residential and commercial) in order to reduce energy consumption, the environmental footprint. Support for green growth actions with emphasis on (a) shift to renewable energy sources, (b) mitigation of transition costs during the delignification process and (c) development of circular economy systems.	<ol style="list-style-type: none"> 1. Geothermal technologies 2. Energy transfer of knowledge exchanges
10. Development of infrastructure in (a) digital technologies and systems, (b) green development and environment, (c) waste management, (d) transport to strengthen Greek ports, to facilitate exports of goods from the country and (e) upgrading of infrastructure for inbound tourism.	<ol style="list-style-type: none"> 1. Modelling and monitoring of potential high risk human activities in protected areas 2. Contingency plans for emergency situations (wild fires-flooding). 3. Green naval transport
11. Mitigation of pandemic impact on public health	<ol style="list-style-type: none"> 1. Control of in-hospital infections 2. Long term treatment of patients with COVID-19 (including psychological treatment)

1.5 Eligibility of expenditure

1. The expenditure related to the following activities is eligible for funding:
 - (a) activities aiming at strengthening bilateral relations between Norway and Greece
 - (b) the search for partners for donor partnership projects prior to or during the preparation of a project application, the development of such partnerships and the preparation of an application for a donor partnership project; The eligible expenditure in this category should not exceed the amount of 2,000 euros
 - (c) networking, exchange, sharing and transfer of knowledge, technology, experience and best practice between entities in Beneficiary States and entities in the Donor States and/or international organisations;
 - (d) activities aiming at strengthening cooperation and exchanging experiences and best practices between the National Focal Points and similar entities within the Beneficiary States and Donor States, as well as international organisations, provided at least one entity within the Donor States is involved in the activity.
2. The first and final dates of eligibility of expenditure of each project shall be stated in the project contract. As the first date will be set the date of the JCBF decision for the specific project grant award. In case of expenditure related to preparation of project application, eligibility will start by the date of this call publication. The final date for the Bilateral Fund expenditure eligibility is April 30th, 2025.
3. Travel costs, including subsistence allowance per day, for Greek public sector are ruled by national provisions, valid also for EEA Grants. Having regard to the principle of proportionality, travel costs, including subsistence allowance, for all other cases than Greek public sector may be eligible up to 50% above national provisions thresholds (example: where daily allowance for public sector is 80E, for non-public sector may be up to 120E). Above this limit expenditure may be eligible, upon a justified documentation. Salary/experts or other costs related to work deliverables on the traveling days are not calculated in the subsistence allowance.
4. Indirect expenditure (overheads) is eligible. A project's indirect expenditure shall have to reflect a fair allocation of the Project Promoter's /Partner general (operating) expenses. The Project Promoters/Partners may recognize the indirect expenditure adopting one of the following methods:
 - (a) based on the actual indirect expenditure for those Project Promoters/Partners owning an analytical accounting system for indirect expenditure identification,
 - (b) by a 25% flat rate on the total direct expenditure, excluding the direct eligible expenditure for subcontracting and the expenses for the resources made available by third parties not using the Project Promoters'/Partner facilities,
 - (c) by a 15% flat rate on the direct eligible personnel expenses without any requirement for the National Focal Point to carry out a calculation on the applicable rate determination,

- (d) by a flat rate applied on direct eligible expenditure based on the existing methods and respective rates being valid in the European Union policies for similar projects and Project Promoters,

The calculation method of indirect expenditure and of the maximum amount are determined in the project's contract. The calculation method of indirect expenditure incurred by a Project Promoter's Partner is foreseen in the cooperation agreement between the Project Promoter and the project's Partner/Partners.

5. Other rules of eligibility as per chapter 8 "Expenditure Eligibility" of the Regulation are applied mutatis mutandis to the projects under this call

1.6 Implementation system

The Bilateral Fund implementation falls under the Management and Control System at the national level, which is set in effect by a Joint Ministerial Decree, accompanied by a Manual of Procedures which sets the procedures, workflows and templates for the day to day implementation.

Further to the Management and Control System, a vital element for the management and implementation of the Bilateral Fund is the Joint Committee for the Bilateral Fund as foreseen in the legal framework. Its tasks, inter alia, include: (a) discussing matters of bilateral interests, identifying initiatives and reviewing the overall progress towards reaching the objective of strengthened bilateral relations; (b) adopting the Work Plan for the fund for bilateral relations to be discussed at the annual meeting; and (c) identifying and allocating bilateral funds to programmes of bilateral interest.

The National Focal Point will inform the Joint Committee for all developments and progress throughout the procedures until this call.

As regards to eligible expenditure, expenditures related to activities, as described in section C.1.5. can be implemented through actions that may, indicatively, be related, but not restricted to the following:

- Technical cooperation schemes and exchange of expertise
- Secondments, practical training, short-term training
- Workshops and seminars on topics of mutual interest
- Educational excursions and visits
- Reports, studies, research projects, data collection
- Campaigns, reports and promotional material

2. SUBMISSION OF PROPOSALS

1. Each candidate promoter may submit one in total project proposal.
2. The candidate Project Promoters shall submit their proposals exclusively electronically through the national EEA Management Information System 2014-2021 (hereinafter EEA MIS). For this purpose, it is required for them to have a personal user account (user name and password) for access to be obtained to the EEA MIS by:
 - The Project Promoter's executives in order to complete the Project's Technical Bulletin
 - The Project Promoter's legal representative or the main Project Promoter's legal representative (in case of a project proposal (operation))

implementation by many Project Promoters) for proposals submission, who may authorize the system's user for that purpose.

If the Project Promoter does not already own a Promoter's account in the MIS, an application should be submitted requesting a promoter's code, in accordance with the instructions, to the electronic address https://logon.ops.gr/ops_sec/register, prior to the proposal's submission. The registration requires usually one to three working days.

3. The proposals are submitted through the EEA MIS to the electronic address <https://logon.ops.gr> on 01-01-2022 (start date for proposals submission), time 00:00', until, exclusively 31-12-2023 (proposals submission expiry date), time 23:59'.
4. The proposal is submitted to the EEA MIS by the Project Promoter's legal representative (personal user account of the legal representative). Upon successful proposal submission, the Project Promoter is informed accordingly through the EEA MIS.
5. The proposal is submitted in Greek. Two annexes, the letter of intent and/or the partnership agreement may be submitted in English. A translation in English of the proposal will also be submitted.
6. In the case of documents/files for which an electronic attachment/submission is technically not feasible (e.g. maps, drawings etc), the Project Promoter shall be bound to send them to the National Focal Point to the address: Ministry of Development and Investments, Special Service ' for of EEA GRANTS- National Focal Point, 3 Mitropoloes street ATHENS GREECE , contact-eeagrants@mne.gr within 10 working days from the proposal's electronic submission date by the Project Promoter Note that the relevant documents/files should be handed over to the above mentioned Special Service and be assigned a reference number within the days specified, on the recipient's exclusive responsibility.
7. Any proposals beyond the above specified time limits and any applications for which no electronic submission to the EEA MIS has been made **shall not be accepted**.
8. The Project's Technical Bulletin constitutes the Project Promoter's proposal and is exclusively completed in electronic form made available to the EEA MIS. This call for proposals includes Guidelines on filling in the Project's Technical Bulletin fields.

The proposal's submission serves also as an application for funding by the potential project promoter.

An integral part of the proposal are the following supporting documentation/documents that accompany the Project's Technical Bulletin: *(For documents that can be identified by the Government Gazette number/issue/publication date or by the on line publication number, it may be possible, instead of submitting a copy, the project promoter to report the above data and a concise description in a list of documents):*

- i. Documentation that the candidate Project Promoters are competent to submit proposals (articles of association, programme agreement, organization, act of incorporation etc)

- ii. A decision by the competent administrative body if required (Municipal Council, Regional Council, Rectors' Council, Board of Directors, Secretary General of a Ministry, Region etc) of the Project Promoter and of Partners on the acceptance of and the participation to the Call and any other decision required by an official body or supervising authority.
- iii. Documentation for the designation of the Body as legal representative and operating units related to the project, if required
- iv. Evidence that the candidate Project Promoter and the Partners have the managing (administrative, operational and financial) capacity to complete the project. The criterion of administrative, operational and financial capacity is examined once and is valid for two years for every project by the Project Promoter. If, during the previous two-year period, the Project Promoter had implemented or continues to implement a project in the context of the Public Investments Program (PDE) co-funded mechanism and should such project be similar to the one mentioned in the submitted proposal, then, ipso jure, said criterion is met satisfying also for the EEA project. The candidate Project Promoter and the Partners obligatorily notify the National Focal Point of any consultant likely to be involved in the application's preparation for the projects implementation.
- v. A Draft Decision for the Implementation by own means, if required. It will be a decision of the responsible body/person of the implementing body/project promoter, which will lay down all the implementation plan, with work packages, project team, timeline, deliverables etc.
- vi. Letter(s) of intent and/or Project partnership agreement(s), pursuant to article 7.7 of the Regulation of the Joint Ministerial Decision on the EEA FM 2014-2021. The letter and the agreement should be drawn up in English for Partners from Donor countries. A template for project partnership agreement in english can be found at <https://eeagrants.org/resources/2014-2021-bilateral-guideline-annex-6-partnership-agreement-template> In case that at the stage of selection is submitted a letter of intent, then the full project partnership agreement must be submitted right after project contract and before the implementation commencement.
- vii. A detailed implementation timetable of the project
- viii. A detailed budget
- ix. A communication plan
- x. An english version of the Technical Bulletin
- xi. Any other document considered necessary by the candidates.

Any supporting documentation/documents are submitted in a pdf file format, as an attachment to the Project's Technical Bulletin. The analysis for the net income calculation is submitted in a .ods (open document) or .csv (comma separated values) file format.

3. EVALUATION AND SELECTION FOR GRANT AWARD

The National Focal Point is competent for the management of the projects evaluation and selection procedure. The proposals are submitted through the EEA MIS at the electronic address: logon.ops.gr, by the Project Promoter's legal representative (legal representative's personal user account) in the Greek language. The Technical Bulletin (form E.I.1_2 of the EEA FM 2014-2021 Procedures Manual) is assigned a registration number by the EEA MIS.

Following the proposal submission by the candidate Project Promoter, the proposal is evaluated with the **first come first served** evaluation procedure, in two stages, as described below:

Stage A': Assessment on the basis of administrative and eligibility criteria

The assessment on the basis of administrative and eligibility criteria for each proposal is carried out by the National Focal Point staff. The respective checklist is signed by the staff official who carried out the assessment (Manual of Procedures, Template A.I.3_1 Checklist of completeness assessment).

The National Focal Point may request from the applicant additional information/documents to justify/clarify compliance with the criteria of this stage. This additional documentation should be submitted in 5 working days from the date of request. If the additional information/documents are not submitted in due time, the proposal is rejected. Any omissions regarding the signatures required by the call for proposal or the suggested project's budget beyond the funding limits, fixed by the call, cannot be corrected in the context of additional information/documents.

The NFP will report and present the results to the JCBF. In case of negative assessment the proposal is returned to the corresponding project promoter via the MIS, along with justification of rejection. The candidate project promoter may resubmit new proposal adjusted accordingly which will be assessed and evaluated according to the date of new submission.

The proposals which pass successfully the Stage A of assessment are processed to Stage B of evaluation, upon decision of the JCBF.

The evaluation shall take the form of a YES/NO answer. For a proposal to be considered as being positively assessed in Stage A', it should score YES in all criteria.

In case of rejection, the result is notified to the candidate project promoter and an opportunity is given to file an objection. Objections are examined by the NFP. Upon completion of the results, the Joint Committee shall be informed and validated the results.

The list of criteria assessed at this stage are:

Administrative criteria:

- The application for funding has been submitted within the deadline set by the Call (date and time) and in accordance with the foreseen submission method.
- All required documents are submitted and dully signed
- All information in the documents submitted is sufficiently clear and comprehensible

Eligibility Criteria:

- Compliance with the EEA FM 2014-2021 implementation principles and values

- Eligibility of the applicant promoter
- Partnership with eligible partner
- Eligibility of the budget
- Eligible timeline
- No more than 1 application has been submitted by a project promoter

Stage B': Evaluation of proposals conducted in accordance with the evaluation criteria.

The Evaluation Stage B' begins upon the decision of JCBF for the Stage A' results and it is undertaken for the proposals which had a positive assessment in that stage.

At Stage B', the evaluation of every proposal is carried out by two (2) evaluators/experts who might be either of the NFP staff or/and outsourcing experts. Evaluators will be assigned by a decision of the Secretary General of Public Investments and NSRF. Each proposal will be evaluated, based on the relevant criteria, as further below in this call.

During Stage B', the evaluators through NFP may ask additional information/clarifications via a similar procedure like the one mentioned during the evaluation stage A'. Note that this additional documentation may only refer to clarifications of information submitted with the proposal. In cases of obvious error, documents might be requested in the correct form. If the additional data are submitted overdue, the proposal is rejected.

For every proposal, each evaluator fills in and signs the respective evaluation sheet - checklist (Manual of Procedures, Template A.I.3_2 Sheet of proposal Evaluation).

Each criterion is evaluated with a scale 1 to 3 which is also summed up to a total score. The higher the score, the better selectability for the project to be awarded the grant. The list of criteria evaluated at this stage are:

- Contribution to the EEA FM 2014-2021 objectives and priorities
- Comprehensiveness of activities and deliverables (clear and complete description, budget allocation, resources, timeline, etc.)
- Feasibility - realistic possibility of implementation in relation to factors such as complexity, timeline, deliverables and so on
- Effectiveness and suitability of the implementation methodology
- Extent of bilateral engagement (nr of partners and diversity of geographic and expertise representation)
- Level and significance of expertise exchanged
- Contribution to sustainable and longstanding networking and results

The results of the evaluation and the signed evaluation sheets are accepted and delivered to the JCBF by Decision of the SG of Public Investments and NSRF.

JCBF discusses the results of Stage B evaluation and takes the final decision of projects selection and grant award. In this process, JCBF can either confirm the experts' evaluation rating and ranking or further evaluate upon firm justification based on criteria, such as:

- Donor and/or Beneficiary country policy priorities
- Complementarity or duplication with other programmes/projects of the EEA grants in Greece
- Contribution to the diversity of policy sectors, entities and regions covered by the Bilateral Fund.

The results of the evaluation and the decision of the JCBF for projects' selection and grant award are communicated to the applicants. In the case rejection candidate Promoters are given the possibility to submit an objection.

Objections and appeals are examined by JCBF. For this task, JCBF may seek and decide based on expert(s)' contribution.

Objections appeals shall be examined and a formal decision and answer shall be communicated to the Project Promoter no later than 10 working dates after the formal submission of the objection/appeal.

Should for any reason whatsoever a grant is not awarded to a selected proposal, the budget remains available for grant in the context of the call.

Following the finalization of the appeals procedure, NFP takes over all the necessary administration management according to the Management and Control System for the Decision of grant award (project contract) and further implementation procedures.

4. COMMUNICATION-INFORMATION

For detailed information on the proposals' submission, the filling in of the Project's Technical Bulletin and other clarifications, kindly contact Dr HERAKLES ALEXOPOULOS tel. 2103726036, halexopoulos@mou.gr and contact-eeagrants@mnec.gr at the National Focal Point. Questions and Answers and all necessary clarification will be uploaded to www.eeagrants.gr. The aforementioned website is a key communication tool for this Call. The Call, all documents attached, any possible modifications of the call as well as the progress and results of the call will be communicated through the site. At the site are also available all the documents related to the Legal Framework.

ATTACHMENTS:

1. Annex I: Project Promoters' Liabilities (Annex of the Award of the Grant Decision)
2. Form E.I.1_2: Template of the Project's Technical Bulletin
3. Form O_E.I.1_2: instructions for its completion of the Technical Bulletin
4. Form E.I.1.4: Template of a Draft Decision for the Implementation of a Subproject by Own Means
5. Form "Calculation of net income for EEA FM 2014-2021 projects", if necessary
6. Guidelines on the calculation of net income for the EEA FM 2014-2021 Programme projects

7. Form E.I.1_5: Project File Keeping Status
8. FormE.I.2_5: Draft Deciosion of of the Grant award (Project contract)
9. Template of Project partnership agreement

The attachments 2 to 9 are available on the electronic address:
<http://www.ops.gr>

ANNEX I: PROJECT PROMOTERS' LIABILITIES

1. COMPLIANCE WITH THE EEA FM RULES, WITH THE EU & NATIONAL RULES

- (i) To respect the EEA FM 2014-2021 regulatory framework, the EU and National legislation when implementing the project, in particular with regard to public procurement, sustainable development, state aids, the principles of human integrity, freedom, democracy, equality, respect of human rights, including the rights of minority groups.

2. PROJECT IMPLEMENTATION

- (i) To respect the timetables of the project and the individual subprojects' implementation. To secure the project's operating output, taking all necessary measures for that purpose, based on the regulatory framework of the body running and maintaining the project and its corresponding responsibilities, in case the Body operating and maintaining the project does not coincide with its project promoter.
- (ii) To get approval from the National Focal Point for the tendering, awarding and public contracts modification procedures. In case of modification of projects/subprojects implemented on own means, the project promoter shall be bound to submit an examination request for the modification of an implementation decision on own means.
- (iii) To promptly inform the National Focal Point on the project's progress, particularly with regard to the preparatory actions for its implementation and to send all relevant documents regarding the physical and economic implementation of the project until its completion, in accordance with the management and control system procedures.
- (iv) To take all the necessary actions so as to update the EEA Management Information System with the data and documents of the project being implemented; in particular, the data, planning and implementation documents required for the financial management, the monitoring of the natural and economic object and the indicators, their verifications, the audits, the projects' evaluation and in general the project's audit trail.
- (v) To secure the accuracy, quality and completeness of data submitted to the EEA MIS, complying with the time frame foreseen in the relevant provisions and to carry out the interconnection of its Information Systems with the EEA-MIS for the automatic data submission, if required.

3. PROJECT FINANCING

- (i) To operate a certification mechanism for the project implementation, ensuring the effective quantitative and qualitative control of materials, services and the final deliverable and to apply internal payment audit procedures to ensure their legitimacy and regularity.
- (ii) To keep a separate account for the project where all expenditure shall be recorded corresponding fully to the one declared to the National Focal Point, through the Expenditure Statement Bulletins.
- (iii) To submit (if it is required due to the project's nature) to the National Focal Point and the Certification Authority, upon the project completion,
 - a) data on the interest arising from the financial management of allocated resources,
 - b) an updated financial analysis for the net income calculation, regarding the projects generating net income, should it be required,
 - c) data on annual basis by the project promoter for a three-year period after the project completion, in case it is not possible to make a revenue estimate in advance for such project; or to submit those data until the document submission deadline for the Programme closing, depending on which date comes before,

- d) in case of a project generating net income only during its implementation and such income had not been taken into consideration during the project inclusion in the Programme, the Project Promoter shall be bound to declare such income, the latest in the final Expenditure Statement Bulletin being submitted.

4. VISITS-VERIFICATIONS-AUDITS

- (i) The Project Promoter shall be liable to hand over, if requested, throughout the project implementation and for as long as it is necessary, all documents, supporting documentation and project data to the National Focal Point, the Certification Authority, the Audit Authority, the National Focal Point and all auditing bodies of Greece and the EEA FM Committee.
- (ii) To accept on-the-spot audits by all competent auditing bodies, both at the project promoter's headquarters as well as at the project implementation premises and to facilitate the audit, submitting any data pertaining to the project implementation, upon request.

5. PUBLICITY

The Project Promoter shall be bound to accept the National Focal Point's publishing the project on the web portal www.eeagrants.gr, as foreseen in Annex III of the EEA FM Regulation, in Greek and in English.

As laid down in article 2.3. of Annex III of the EEA FM 2014-2021 Regulation, the Project Promoter shall be also bound to implement the content of the Communication Plan that has been submitted in its proposal.

The Project Promoter shall be at least bound to:

- a) Promote the EEA FM 2014-2021 official emblem in all information and publicity actions, with reference to the EEA FM 2014-2021 that supports the project.
- b) Upload on its web site, if there is any, the project's data, such as brief description, depending on the level of support, objectives and outcomes, underscoring the financing support by the EEA FM.
- c) Place a poster with project-related information in other projects not falling under the obligation of placing signs or plates.

6. PROJECT PROMOTERS KEEPING DATA AND SUPPORTING DOCUMENTS

- (i) (a) To keep and update a project file with all the data pertaining to the project's implementation until its completion, its final payment and operation. All the supporting documents regarding the expenditure and the accounting audits for a two-year-period shall be kept in the project's file, as of December 31st after the submission of accounts that include the completed project's final expenditure. The above data and supporting documents are kept either in the form of original or updated copies of the originals, or in commonly accepted data authorities, including the electronic publications of original documents or documents existing only in electronic form.
- (ii) To communicate to the competent National Focal Point the Form E.I.1_6 "Project File Keeping Status", where are recorded, inter alia, the identity and address of any body keeping data and documents as well as the form of keeping such data, the latest upon submission of the first Expenditure Statement Bulletin.
- (iii) To respect specific terms or restrictions set by the special institutional framework for the project implementation or stipulated by the National Focal Point.

7. SPECIFIC TERMS

Project Promoters as regards the purchase of equipment only minor equipment items may will be eligible only if a well documented need will be presented. In such a case a project promoter shall be liable to:

- - a) keep the equipment in its possession for at least five years after the project completion and to keep on using the equipment for the benefit of the project's general objectives for the same period of time,
 - (b) maintain the equipment duly insured against damage, such as fire, theft or other regularly insurable events during the project implementation and at least for five years upon the project completion
 - (c) own appropriate resources for the equipment maintenance for at least five years after the project completion
- In case of projects whereby the implementation involves selection of bodies or/and natural persons by the Project Promoter, based on the call for expression of interest, for which the necessary information (e.g description of selection procedure, criteria etc) was not examined during evaluation, the Project Promoter shall be bound to get an approval from the National Focal Point of the call for expression of interest addressed to bodies or/and natural persons, prior to its publication, as well as for any important modification thereof
- At the end of the project, the Beneficiary shall submit a report to the National Focal Point on the eventual impact of the project on further investment, as regards the dissemination of similar knowledge for innovative technologies and solutions in water management.

THE SECRETARY GENERAL OF PUBLIC INVESTMENTS AND NSRF

DIMITRIS SKALKOS